Cabrillo College Spring 2012
English 100

Theme: Health and Wellness

Section 74586 TTh 12:40 - 2:00
Co-requisite:

Instructor: Winnie Baer

CONTACT ME
Phone: 479-6350 (this number is only good during office hours and to leave messages. It can take me up to five days to retrieve a message left on my office phone.)

Email: wibaer@cabrillo.edu (This is a good way to reach me most of the time, even on weekends.)

OFFICE HOURS
Tuesdays and Thursdays, 8:30 - 8:55 in our classroom, 320
AND 11:40 - 12:30 in my office, 458B.

If you are unable to make these office hours you may arrange alternate conference time.

REQUIRED SUPPLIES
1) The required textbook for this course is *Twenty-Five Great Essays*, by Robert Diyanni.
2) If you plan to print documents on campus, you will set up a network account and pay 10 cents per page in advance for printing in the Library or Computer Technology Center (CTC).

THE COLLEGE STAFF AND YOUR TEACHERS ARE HERE TO HELP YOU.

Communication: Please be sure that your contact information in WebAdvisor is current, and check your email regularly. Students receive important notices and reminders via email.

Computer Skills: If you need instruction on how to use a computer for writing (keyboarding and word processing), please enroll in CABT 110A, 110B, or 110C, a self-paced class that you can complete in the CTC.

Support Services for Students: Get acquainted with the Writing Center, the Counseling Office, Student Health Services, Disabled Students Program and Services, and more by reviewing pages 8 – 11 in the printed schedule of classes, available in pdf at http://www.cabrillo.edu/publications/schedule/current/wrap/student_resources.pdf
About Writing Skills

Reading and writing are skills that we all use every day. They are skills that we continue to develop throughout our lives as we become better and more comfortable readers and writers. We use reading and writing to learn about the world and to share information with others. In this way, these skills connect us to other people in our lives and to our society. They also make it possible for us to participate and work in society.

Each writer develops his or her own style. Your style reflects your personality, your point of view, and your values. At the same time, in order to communicate effectively in writing, you need to follow the rules of grammar that help your readers to make sense out of what you are saying.

I will work to help each student develop an effective writing style, a style that is grammatically strong but also reflects the student’s unique mind and heart. I will not pass you if you have not mastered the skills outlined in the course objectives, but I will do my best to help you to pass the class. No matter what grade you earn, the practice in this class will help you to improve your reading and writing skills.

Do you have a disability?
I encourage students with disabilities, including "invisible" disabilities such as chronic diseases, learning, and psychological disabilities, to explain their needs and appropriate accommodations to me during my office hour. Please bring a verification of your disability from the Learning Skills or DSP&S offices and a counselor or specialist’s recommendations for accommodating your needs.

Classroom Norms

- Please show respect for other members of our classroom community.
- Turn cell phones OFF before class begins. No texting during class time, please.
- Arrive on time, and don't start packing your books before the end of class. (I will conclude on time).
- Please help to make our classroom a safe place for everyone to participate.
- Listen to the instructor and to other students when we make contributions to class discussion, and share your own questions and responses freely but respectfully and without interrupting.
- Stay focused and engaged in classroom activities.
- Attendance: Anyone missing the first meeting without contacting me may be dropped. Anyone missing more than four class meetings altogether may be dropped. Plan on 100% on-time attendance.
- Homework Assignments: Homework is listed in the calendar on the day it is DUE. Students must have assignments completed before class on the due date. Quizzes and in-class writing assignments will rely on assigned reading material.
Avoid Plagiarism: In your writing, whenever you use words or ideas from printed or posted material, you must tell your readers where the found material came from. This rule applies even when you put the information into your own words. If you use someone else’s ideas or phrases in your writing without telling us whose they are, then you are plagiarizing, which is considered to be cheating. Using researched information in your writing is an important skill; you just have to be very clear about where information and language comes from.

Grade Values: Participation, Quizzes, and Homework assignments combined: 100 points
   Three formal essays @ 100 points: 300 points
   Three in-class, timed writing (15+30+65): 100 points
   Portfolio: 200 points

Late Work Policy: Students have an allowance of ONE late essay without penalty. If you need to use your allowance, the paper will be due within one week. Otherwise, late work will lose 2% per day after the due date. Missed quizzes cannot be made up.

About ENGL 100, The Elements of Writing

In English 100, the student develops skills in writing a variety of academic and professional documents, including personal narratives, analytical essays, reports, and persuasive prose; students read and discuss prose models, complete timed writings, and prepare portfolios of written work. Students write, revise, and edit a minimum of 6,000 words.

Core Cabrillo Competencies

Students completing a program of study at Cabrillo will possess the following skills and knowledge. English 100 contributes to each of these Core Competencies

Communication - reading, writing, listening, speaking and/or conversing

Critical Thinking and Information Competency - analysis, computation, research, problem solving

Global Awareness - an appreciation of scientific processes, global systems and civics, and artistic variety

Personal Responsibility and Professional Development - self-management and self-awareness, social and physical wellness, workplace skills
Learning Outcomes

1. Write essays demonstrating sustained clarity of intention, awareness of audience, and various writing techniques.
2. Articulate responses to readings in various genres.

Objectives

Students completing English 100 successfully will be able to:

1. Sustain focus on a topic.
2. Apply strategies to develop an essay, using a variety of narrative, expository, and analytical techniques.
3. Unify paragraphs and make clear transitions between them.
4. Devise effective introductions and conclusions.
5. Vary sentence length and establish connections among ideas, including the use of coordination and subordination.
6. Write essays free of most distracting errors in syntax and mechanics.
7. Recognize the importance in their writing of voice, tone, and careful diction in addressing an audience.
8. Demonstrate awareness in their reading of tone, implication, inference, and irony, and distinguish fact from opinion.
9. Read actively by annotating, paraphrasing, and summarizing; analyze and evaluate the ideas of other writers.
10. Examine texts carefully to identify main points and the writer's point of view; observe the connections between individual parts and the whole.
11. Develop well-organized responses to readings and answers to questions in essay exams, drawing reasonable conclusions and using specific evidence to support main points.
12. Complete portfolios of out-of-class and timed writings that demonstrate they have met the English 100 course objectives.